

STATE OF MICHIGAN DEPARTMENT OF EDUCATION LANSING



MEMORANDUM

DATE: March 10, 2008

TO: Local and Intermediate Superintendents, Public School Academy

Administrators, Special Education Administrators and High School

Principals

FROM: Sally Vaughn, Ph.D., Deputy Superintendent/Chief Academic Officer,

Michigan Department of Education

Margaret M. Ropp, Ph.D., Director, Center for Educational Performance

and Information - mme

SUBJECT: Changes to the Expected Year of Graduation for Students with Disabilities

(GAD Memo #2)

The Michigan Department of Education (MDE) applied for and received limited flexibility from the U.S. Department of Education to allow five years as the "standard number of years" for graduation when calculating adequate yearly progress (AYP). This extension of the graduation cohort calculation for AYP is allowed on a case-by-case basis for students with disabilities (students with an individualized education program [IEP]), students who are English-language learners recently arrived in Michigan, and students who have missed school for serious medical reasons caused by illness or injury.

This extension accomplishes two purposes. It allows the student to count as an ontime graduate. It also affects the calculation of AYP for No Child Left Behind reporting purposes. It does not end a student's eligibility for special education services unless the student receives a regular diploma during the fifth year.

2007 Cohort

You have received GAD Memo #1 that describes the Graduation/Dropout Review and Comment Application process. This memo provides information and a form to document a requested change. Please use the attached form to document the reasons for allowing a student with disabilities who was in the 2007 cohort to be counted in the graduation cohort for 2008 as an on-time graduate. The key resources for your decision should be the student's current IEP and current transcript. Your district will receive additional guidance for students who are English-language learners and for students who have serious medical conditions. In all cases, this graduation extension may be used only for students with disabilities who are expected to graduate in 2008

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with regular high school diplomas, meeting all local graduation requirements and the criteria specified in the attached form.

The Center for Educational Performance and Information (CEPI) plans to open the Graduation/Dropout Review and Comment Application (GAD) on April 1, 2008, to allow school districts to make these specific changes (see GAD Memo #1). All changes must be documented and the documentation will remain on file with the local school district. All changes must be submitted to CEPI by April 30, 2008. MDE will review all requests for graduation extensions to assess accuracy, confirm documentation, and approve or deny the requests.

2008 Cohort

For students with disabilities who are currently members of the 2008 graduation cohort, a separate updated form will be available to request a fifth year extension into the 2009 cohort.

2009 Cohort

For students with disabilities in the current gradation cohort of 2009, the documentation functionality for extending a student's graduation data to the 2010 cohort will be integrated directly into the upgraded Student Data System (SDS), available in fall 2009.

Additional Support

The Michigan Pupil Accounting and Attendance Association (MPAAA) is hosting two training workshops where MPAAA members, along with CEPI and MDE staff, will demonstrate the GAD Application and discuss the new documentation and audit requirements. The training has been scheduled for April 4 in Lansing and April 7 in Marquette and is open to non-members. For more information, please check the MPAAA Web site at www.mpaaaa.org.

If you have questions about the form for students with disabilities, please contact Fran Loose at loosef@michigan.gov or 517-241-4414. If you have questions about the GAD, please contact CEPI customer support at cepi@michigan.gov or 517-355-0505.

NOTE: R 340.1702 "Student with a disability" defined.

Rule2. "Student with a disability" means a person who is determined by an individualized education program team or a hearing officer to have one or more of the impairments specified in this part that necessitates special education or related services, or both, who is not more than 25 years of age as of September 1 of the school year of enrollment, who has not completed a normal course of study, and who has not graduated from high school. A student who reaches the age of 26 years after September 1 is a "student with a disability" and entitled to continue a special education program or service until the end of that school year.

Five Year Graduation Cohort Form

Student Name:UIC	Birthdate:
Primary Disability:	
School:	

This district understands that special consideration for changing the date for ontime graduation by adding a fifth year of high school can not be done for reasons unrelated to the student's disability.

This is a student with a disability who receives special education programs and/or services. S/he completed her/his fourth year of high school in June of 2007. The district, based on a review of the IEP team's report and the student's current transcript:

- believes that s/he requires a fifth year of high school to complete graduation requirements and to be counted as an on-time graduate for No Child Left Behind reporting purposes,
- 2. understands the requirements s/he is responsible for meeting in order to receive a regular high school diploma from this district,
- 3. believes that s/he has the ability to meet these requirements,
- 4. understands that, as a student with a disability who receives special education programs and/or services, s/he is eligible to receive a free appropriate public education until s/he graduates or turns 26,
- 5. understands that this decision is a factor in determining building/district adequate yearly progress (AYP) status as measured by the graduation rate.

Based on a review of the student's current IEP and current transcript, this district requests a change in the reporting of this student's expected year of graduation for the following reason(s): (Please mark all that apply)

□1.	Credit Attainment
	Additional time is required to attain the necessary credits to achieve a
	standard high school diploma because:
	a. the disability interferes with the student progressing at a rate
	commensurate with peers examples of appropriate documentation include
	Present Level of Academic Achievement and Functional Performance

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	(PLAAFP), classroom performance data, documented need for additional learning time, etc.			
	 b. extended time as a standard accommodation has allowed for mastery c. the rate of progress in career and technical education programs is adversely affected by the disability d. the rate of progress toward graduation is adversely affected by a significant life/stage disruption — such as significant health or physical concerns, interaction with juvenile justice system, homelessness, teen pregnancy, death of parent or sibling 			
□ 2.	Transition Services			
	Additional time is required for the acquisition of skills specific to the student's post school goals in transition areas of: a. postsecondary education, and/or b. employment/career goals including work-site-based learning experiences, (SRSD code 490 and 493 field 43) and/or c. adult living, community and daily living.			
	Two (2) Required Signatures and Date			
	1 High School Administrator and Date			
	2. Superintendent or Designee and Date			

- 1. This form must be completed, signed, dated and kept on file for intermediate school district (ISD) auditor review.
- 2. Please provide a copy of the signed form to this district's GAD authorized user so that s/he may submit these data via the GAD by April 30, 2008.

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